

- A. **Attending:** Carol Lamey & Brenda Evans – Job Service, Cathy Jamruszka, - MSU- Northern Ag. Research Center, Lori Evans – Hill County Electric/Triangle Telephone, Garnet Bergren – Havre Day Activity Center,

B. Agency Updates

- a. **HRDC – Darrel Hannum is new daddy of baby girl as of this morning.**

b. Job Service

- i. Office has been fairly busy with UI claims.
- ii. Montana Works computer system will be getting updates – short training for staff will occur on Dec. 2nd.
- iii. Training Modules – LMI I– 3 staff have completed, LMI II – 2 staff have completed, Skills Section 1, 2 & 3 – four staff have completed. New trainings will continue to be added. Our office goal was to have all test on LMI I by 10/31 which is months before the state deadline.
- iv. Regional Director meeting will be in Havre on 11/24 & 11/25
- v. Workshops – Our office started providing the Ultimate Job Search workshops (set of 5 individual modules) that will occur on Wednesdays. The staff will use a facilitator guide and handouts so this keeps the information provided consistent.
- vi. Border Patrol – Carol has contacted to keep up to date on staffing needs, etc. They do currently have openings for IT Specialist.
- vii. WIRED – completed 2 welding trainings, completed CDL training in collaboration with Stone Child College. Another welding training will start January 2 through the 16th. If you know of someone interested in taking this course to received 2 different welding certifications have them contact Bev or Brenda. Flyer on training was handed out.

c. Havre Day Activity

- i. Fully staffed at present. Upped night differential .50 at group homes. They have approximately 65 direct care staff and 10 program/office staff. The shifts in the group homes are 12, 10 and 8 hour shifts. They have 6 group homes with some being more intensive than others.

d. Northern Ag Research

- i. Currently slow due to time of year
- ii. Have a Research Assistant position open.

e. Hill County Electric/Triangle Telephone

- i. Currently fully staffed. Continuing with the fiber optic installation.
- ii. Identity Theft training was completed by staff. This will make customers information more secure.

C. Committee Report

- a. **Seminar** – Carol relayed that Montana State Fund has a series that that could be done in 1.5 to 2 hours on General Prospective, Safety in the Work Place and Rates & Premiums. Discussed having a session in the morning and another session in the afternoon. Discussed having in January. Carol with check with them on dates and Lori will send Carol dates that the Hill County Electric/Triangle Telephone meeting room is available.
- b. **Outreach** – no report

D. Other Items of Interest (suggestions/concerns/open forum)

- a. **Child Care Cooperative** – Lori relayed that the committee made up of various employers and interested individuals are finishing up a survey of those employers on child care needs and then will determine how to proceed.

- b. **Calling** – Carol will start calling the morning of our meetings to remind individuals.
- c. **Newsletter** – Carol relayed that the last few JSEC newsletters have only been e-mailed – discussion was held and it was not felt this was as well received as a paper newsletter. We could do a double sided page and send out with the Chamber Newsletter for \$100 – their next newsletter does not go out until February or March. If we decide to do this it was also suggested to still e-mail to employers and then talk to the Chamber of Commerce in the other communities that we serve.

E. **Next Brown Bag** –Will have Darrel see if Bullhook Clinic and/or Early Childhood Investment Team would interested in being a presenter.

F. **Next meeting:** December 10, 2008 at 10:30 at Job Service